

## **New Final Examination Policies:**

### **5.24.1.4 Religious observances**

Students who are unable to write a final examination when scheduled due to religious obligations may make arrangements to write a deferred examination. These students are required to submit an Application for Deferred Final Examinations for Religious Observances to the faculty office concerned as soon as possible and no later than three weeks prior to the first day of the final examination period.

Every effort must be made to accommodate those students who, through religious obligations, are unable to write examinations at the time scheduled.

### **5.24.1.5 Deferral**

A student who has missed a final examination because of an incapacitating illness, severe family emergency or other compelling reason may apply for a deferred examination. A student needing to apply for a deferred examination must submit an Application for Deferred Final Examination to the Faculty office, along with supporting documentation, within five working days after the scheduled writing of the examination. Where the cause is incapacitating illness, the student must present a UOIT Medical Statement completed and signed by the treating physician and normally dated no later than 24 hours after the scheduled examination. In other cases, adequate documentation must be provided to substantiate the reason for the absence. Faculties will only grant deferred examinations where sufficient documentation exists.

Faculties may also grant a deferred examination to a student who is scheduled to write and complete three examinations within a 24 hour period. In this case, the exam in the middle of the three is the one that will be considered for deferral. Scheduling is conducted in such a way as to minimize the instance of consecutive examinations for students.

If a technical difficulty prevents the writing of a computer-based examination, the faculty may arrange for a deferred examination for all students in the class.

All deferred examinations will be scheduled no later than the end of the first week of classes in the following semester.

If a student who is granted an examination deferral does not write the exam by the scheduled deferred examination date, normally a grade of zero will be recorded for the final examination.